



Wisconsin
Right to Life, Inc.

POLITICAL
ACTION
COMMITTEE

RECEIVED
FEDERAL ELECTION
COMMISSION
MAIL ROOM

Mar 14 10 59 AM '95

March 9, 1994

Donald Averett
Senior Reports Analyst
Federal Election Commission
Washington, DC 20463

Dear Mr. Averett,

Thank you for your assistance when I phoned yesterday about the Commission's letter to us asking us to clarify items that appeared on our 12 Day Pre-General and our 30 Day Post-General Reports. Specifically, the Commission asked us to clarify disbursements made to our connected organization (Wisconsin Right to Life, Inc.) for salaries.

In order to explain this, you suggested that I first explain our procedures for cutting salary checks just as I had explained it to you by phone. All employees of Wisconsin Right to Life, Inc. and Wisconsin Right to Life PAC have a weekly timesheet that must be filled out and submitted weekly. The timesheets have the various components of our organization listed (StatePAC, Federal PAC, WRL, Inc., Education Fund) and employees fill in the numbers of hours they spent working for a particular component of the organization. For example, I am both PAC Director and Legislative Director. When I am spending time on PAC activities, I record those hours under either State or Federal PAC, depending on which candidates are involved. For the time I spend on legislative matters, my time is recorded under WRL, Inc.

The individual who is responsible for submitting payroll information collects everyone's time sheets on a bi-weekly basis. She compiles the total number of hours spent on PAC activities and whether they are state or federal PAC hours. She then figures out what the State and Federal PACs must pay for salaries for that two week period. She then writes checks in those same amounts FROM THE PACS' CHECKING ACCOUNTS to Wisconsin Right to Life, Inc. to cover the cost of PAC salaries.

The actual salary checks that employees receive are prepared by Wisconsin Right to Life, Inc., our connected organization. When I receive my salary check, it is for the TOTAL hours I worked for election AND legislative activities. But PRIOR TO RECEIVING MY SALARY CHECK, the PAC has already paid the connected organization for the hours I spent on election activities. In effect,

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Dedicated to protecting human life